

Chief Financial Officer Search

Portland Public Schools Portland, Oregon

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Portland Public Schools is seeking a highly qualified candidate to serve in the role of Chief Financial Officer. The Portland Public Schools wishes to have the successful candidate assume the responsibilities of the position at **a date mutually acceptable between the successful candidate and the district.**

McPherson & Jacobson, L.L.C., Executive Recruitment and Development has been engaged as the consultant in a search for outstanding candidates. They will assist the District in identifying and screening the candidates.

Enrollment: 47,000 students

Location: Northern Oregon, situated on the Columbia and Willamette Rivers

THE POSITION

Chief Financial Officer

Portland Public Schools (PPS) is seeking talented people from diverse backgrounds and experiences to lead change and inspire PPS students. At PPS, every employee, despite having different roles, is an educator. We hope to attract a talented Chief Financial Officer who models the core PPS Educator Essentials. With the District's focus on eliminating systemic racism and its adverse impact on student learning, we seek to hire individuals who bring to our district a deep commitment to racial equity and social justice.

THE OPPORTUNITY

We are seeking a **Chief Financial Officer** to join our Business and Operations team. The Chief Financial Officer is responsible for leading a full spectrum of financial services for Portland Public Schools, including General Ledger Accounting, Grant Accounting, Treasury, Accounts Payable and Receivable, Budgeting, Payroll, Financial Systems, and Purchasing & Contracting. The Chief Financial Officer will guide the Finance team in building strong relationships and partnerships throughout the organization. With responsibility for ensuring district funds are managed effectively and are accurately reported, this position is a key leader to the successful operations of Portland Public Schools.

Essential Job Functions:

- Serve as financial expert/consultant to the Superintendent and the Board of Education by providing counsel, expertise and guidance to the Superintendent, the Board of Education, District officials, administrators, and staff in financial services matters.

- Engage with a broad spectrum of community members and media outlets through multiple forms of communication to clearly articulate how the District’s fiscal policies and practices support the achievement of the District’s strategic vision.
- Lead and inspire the Financial Services team in the delivery of financial processes, developing cross functional partnerships, and providing innovative and reliable financial guidance and support throughout PPS. Direct staff in the performance and completion of analysis, measurement and reporting of financial and operational activities within the General Ledger Accounting, Grant Accounting, Treasury, Accounts Payable and Receivable, Budgeting, Planning & Analysis, Payroll, Financial Systems and Purchasing & Contracting teams.
- Observe and ensure all quality standards and professional expectations of the Government Finance Officers Association (GFOA), and maintain excellence in financial reporting and positive ratings.
- Oversee the development and preparation of the annual budget for the District, and how decisions about resource allocation equitably support PPS's strategic priorities and efforts at improving student outcomes.
- Provide strategic expertise and information regarding division activities and participate in the formulation of policies, procedures and programs; advise on trends or challenges and recommend appropriate courses of action, especially in a changing fiscal climate at the state and local level.
- Prepare a wide variety of materials to document activities and issues, meet compliance requirements and provide supporting materials for requested actions; prepare GASB financial statements and footnotes for the purpose of showing compliance to the auditors.
- Provide consultation for collective bargaining negotiations and advise District administration, and Board of Directors, regarding financially related issues and impacts.
- Direct, forecast, oversee, and monitor financial and strategic planning to assure fiscal integrity and accountability for the District.
- Provide support to District divisions, internal and external stakeholders in assessing the financial impact of legislation, ballot measures, negotiations and related matters; direct the analysis of impending legislation and recommend new and revised legislation language to assure business and financial services laws which enhance the District’s educational mission.
- Demonstrate a commitment to the Portland Public Schools equity goals and sustainability efforts by developing a thorough knowledge and application of the district Racial Educational Equity Policy, Equity in Public Purchasing and Contracting and other board policies; participate in staff development, in-services and trainings related to diversity, equity and inclusion in the workplace and in K – 12 education; model appropriate behaviors; develop, recommend and implement improvements to business practices with awareness and understanding of their impact in a racially and culturally diverse community; this includes a critical examination of effort aimed at meeting the district's bold climate response and sustainability goals.
- Facilitate meetings, workshops, seminars and in-services; represent the District in a variety of local community based organizations and coalitions to effect positive dialogue and relations in school business and financial matters; at local, state and national organization meetings and conferences relating to school business and financial management; this includes active

collaboration with the district's Community Budget Review Committee (CBRC), external independent auditors, and local Tax Supervising and Conservation Commission (TSCC).

- Develop and implement long and short-term plans and activities to meet both the educational and financial goals of the District, including the prioritization of resources. Implement a strategy to ensure that the District's budget and expenditures align to the goals of the District's strategic plan.

EDUCATION, TRAINING AND EXPERIENCE:

Master's Degree in Business, Finance or related field. Certification as a CPA, CMA, or CGFM is required.

Ten (10) or more years of Finance, Accounting, or Contract Management experience at least three of these years must have been in a senior administrative management capacity, overseeing multiple financial operations. A minimum of three (3) years working in a large public sector environment or with a medium to large private sector employer (3,000+ employees). Five (5) or more years leading and managing teams.

Preferred/Desired Qualifications

- Experience working and/or consulting in a unionized environment
- Proven ability to influence and develop strong working relationships with multiple partners, including leaders, peers, and external stakeholders
- Commitment and demonstrated experiences of leading, coaching, and guiding organizational change to increase cultural and linguistic diversity within organizations and/or departments
- Strategic thinking capability paired with the ability to motivate others
- Demonstrated ability to lead collaborative teams and mentor personnel
- Demonstrated ability to deliver excellence in the fields of Finance and Accounting through large teams in complex environments
- Ability to develop consistency of process while demonstrating in an environment of transformation and change
- Familiarity with the structures and systems of pre-K-12 environment
- Experience working for a municipal organization

Salary: Hiring range is between \$185,000 and \$200,000.

Benefits Information

Portland Public Schools (PPS) offers several competitive and comprehensive benefit packages to employees. Fringe benefits include medical, dental, vision, prescription, life and disability insurance, employee assistance program, 403(b) retirement savings plan and various leave and professional development programs. Depending on the insurance option selected by the employee, there may be an employee contribution toward insurance.

Portland Public Schools is a public employer and participates in the Public Employees Retirement System (PERS/OPSRP). Eligible employees are required by statute to contribute 6% of salary on a pre-tax basis to OPSRP/IAP, after serving six months under a PERS employer.

For more information about additional benefits or compensation options by employee group, please visit our website at: <https://www.pps.net/Page/1635>

Search Timeline: Open until filled

Contact information:

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Portland Public Schools is an Equal Opportunity Employer. The district does not discriminate on the basis of race, religion, color, sex, age, national origin or disability and, when needed, will provide reasonable accommodations to applicants and employees. Anyone requesting a reasonable accommodation in the application or recruitment process please contact McPherson & Jacobson at the address/phone/email above.